

Vendor Application

Main Season 2022

Southern Georgian Bay Farmers Markets
PO Box 321 • Midland, ON • L4R 4L1
info@sgbfarmersmarkets.com



Midland Farmers Market

Sundays 9:00am - 1:00pm, May 22 - October 9, 2022

About Your Business

Farmer Food Vendor Artist Service

Name: _____ Business Name: _____

Address: _____ City: _____ Postal Code: _____

Phone: _____ Cell: _____ Email: _____

Membership Status

Full Outdoor Season (21 markets) \$360.00 (Farmers) \$420 (Food Vendors/Artisans)
 Occasional Weekly (Requires at least 5 day notice.) \$25.00 - Farmers. \$30 - Food Vendors/Artisans.

Stall Rental

Each Stall is no less than 10 feet wide and approximately 20 feet long - Please see attached image.
Your stall rental fee entitles you to the 10 feet of frontage on the market throughway - facing toward the inner part of the parking lot. Please do not plan to occupy more space than you have rented.



1 2 3

(First stall is full price. Additional stall spaces are discounted by 25%)

Other:

Do you have a preferred stall? Please keep in mind, we do not guarantee that your preferred space will be available.

Payment Method

NOTE: Do not submit payment until your application has been accepted by the selection committee. Thank you.

Cash or Cheque (by appointment only - contact info@sgbfarmersmarkets.com)

Application Checklist

Vendors must submit the following with their application to the market:

- This full application (7 pages) including;
- Vendor Product List (page 3);
- Signed Rules and Regulations, Code of Conduct, and Hold Harmless Agreement (pages 4 -7);
- NEW VENDORS Complete Vendor Profile (Returning vendors optional update) - (page 8).

PLEASE NOTE: All food and produce vendors must adhere to all related laws and regulations.

- 1) Food Safety and Quality Act - <https://www.ontario.ca/laws/statute/01f20>,
- 2) Farm Products Marketing Act - <https://www.ontario.ca/laws/statute/90f09>,
- 3) Food Premises Regulation (Kitchens) - <https://www.ontario.ca/laws/regulation/170493>,
- 4) Produce, Honey, Maple Products Regulation - <https://www.ontario.ca/laws/regulation/110119>

PLEASE CONTACT YOUR REGIONAL HEALTH UNIT FOR MORE INFORMATION ABOUT FOOD SAFETY.

FOOD VENDORS ONLY

Are your products prepared in a certified kitchen? Yes

Have you made an application to the Simcoe-Muskoka District Health Unit Yes

VENDOR PRODUCT LIST

Please list ALL of the products that you PRODUCE and wish to sell at your stall:

FARMERS ONLY

Please list all of the items that you DO NOT PRODUCE and would LIKE TO RESELL at your stall.

Keep in mind, if products are available for sale at another market stall - YOU MAY NOT RESELL that product at your stall.

I acknowledge that all the information above is correct and true.

Printed: _____

Signed: _____

Date: _____

RULES & REGULATIONS

CORPORATE VISION AND MISSION

Vision

To create a more ecologically and economically sustainable community by organizing and promoting vibrant farmers markets and related services that will cultivate healthy relationships between members of the Southern Georgian Bay community and their local farmers, food producers, and artisans.

Mission

- Organize - by managing seasonal farmers' markets servicing Midland and surrounding communities.
- Educate - by developing programming, services, and materials that will provide awareness about local farm and food businesses and artisanal products.
- Engage - by providing volunteer opportunities for children, youth, and adults to participate in creating a sustainable food system and community.

CATEGORIES OF VENDORS

- a) "FARMER" is a business that grows the produce that is offered for sale at the market stall. A farmer may resell products if they are unavailable locally (this may change from week to week) and the resale products take up no more than 30% of the products available at the market stall. A farmer reselling products MUST POST A CLEAR AND VISIBLE SIGN IDENTIFYING RESALE PRODUCTS AND THE BUSINESS(S) THAT PRODUCED THESE PRODUCTS.
- b) "FOOD VENDOR" is a food preparer that creates/bakes/prepares the food products that they are selling at the market. No reselling allowed.
- d) "ARTISAN" means a Vendor who sells works of art or handcrafted items that he or she has made him or herself. No reselling allowed.
- e) "SERVICE" as a category of vendor, is a not-for-profit or other community organization that is offering free products, information, or service related to the vision and mission of the SGBFM. NOTE: We will not host any political parties.

USE OF THE WORD "ORGANIC"

Vendors may only use the word "Organic" in their signage or marketing materials at the market if they are certified as such by a third party organization (Eg. ProCert).

ADMISSION TO THE MARKET

- a) Any person wishing to have a stall and/or table at the market must submit to the Market Manager, or board of directors, a fully completed Vendor Application (Product List, Code of Conduct, Rules and Regulations, and Hold Harmless Agreement).
- b) Applications are screened by the Market Manager in consultation with the Board of Directors. All new vendor applications are reviewed by the Board of Directors.
- c) The Manager and Board may, in their discretion, approve or deny any application for status as a Vendor and shall provide the applicant with an explanation for any refusals. Applications may be approved in full or in part.
- d) Payment will be accepted after an application is approved by the Market Manager and/or the Board of Directors.
- e) All stall fees are non refundable (Individual appeals may be made to the Board of Directors for special circumstances.)
- f) Vendors are not permitted to set up a stall unless fees are paid in full or otherwise agreed upon.

VENDOR and MEMBERSHIP STATUS

In the year for which an AGM will be held, vendors become voting members of SGBFM when: 1) They have attended at least 10 market days throughout the season OR; 2) They were a full season vendor.

Membership in the SGBFM allows you to:

- a) Vote at the Annual General Meeting
- b) Join the for Board of Directors
- c) Participate on Board Committees
- d) Access the Board of Directors meeting agendas and minutes.

SITE AND PRODUCT INSPECTION

Production sites of all Vendors are subject to inspection, with or without notice at the discretion of the Market Manager and/or Board of Directors. All food vendors must separately apply to the SMDHU to have their preparation spaces and products approved for sale at the market.

VENDOR PRIORITIES

The market must maintain farmers as making up 51% or more of its vendors.

Priority will be given to vendors in the following order: 1) Farmers (growing all of their own produce), 2) Farmers (reselling some produce), 3) Food Vendors, 4) Artists.

In all cases local vendors are given priority during the application process.

SITE ALLOCATION

a) All Vendors are recommended to provide their own liability insurance, tents, tables, signage, and/or other equipment. All tents must be safely secured. Vendors may not set up a tent if not securely anchored.

b) Every effort will be made to provide a consistent location for full-season and regularly attending vendors - locations may be reassigned at the Market Manager and/or Board of Directors discretion.

c) All vendors' supplies and equipment will occupy only the space that is allocated to them by the Market Manager.

d) Vendors must keep their stall space and surrounding area clean and remove all debris at the end of the day. Market garbage containers are for the convenience of customers only. Vendors must take their garbage home with them at the end of each market day.

SIGNAGE

a) Vendors must have a sign identifying their business name and location.

b) No signage shall impede a clear walking path.

c) RESALE ITEMS - Farmers must display a sign indicating any items that are being offered for resale. This sign MUST be clear and prominently displayed at your booth. No part of this sign shall be covered by anything on the table. This sign MUST be facing the throughway of the market at the front of your stall space (e.g. you may not post this sign at the back of your tent.)

ATTENDANCE

- a) Vendors are expected to arrive and set up in a timely fashion before the market opens. Please arrive at least 30 minutes or more before the start of the market at 9:00am.
- b) All vendors must be in attendance and remain set up-for the full duration of each market day. Except where dictated by extreme weather conditions or by permission of the Market Manager. Do not vacate your stall before the official end time of the market.

CANCELLATIONS

Full Season vendors - no refunds. Special circumstances may be considered.

Casual Vendors - no refunds.

REVOCAION OF VENDOR STATUS

All vendors must adhere to the Vendor Code of Conduct. Anyone who fails to do so may have his or her status as a Vendor revoked for the balance of the season. Violations of the Code of Conduct are taken very seriously and may result in a permanent ban from the market. Vendors will be given a verbal warning for a first offense, a written warning for a second offense, and for a third offense, the Vendor will be asked to leave the market immediately and will be given written notice of the revocation of their status as a Vendor. Fees will not be reimbursed to a Vendor whose status has been revoked. All warnings will be given by the Market Manager, together with a member of the Board acting as witness.

I have read, understood and agree to follow the Rules & Regulations as stated above.

Printed: _____

Signed: _____

Date: _____

HOLD HARMLESS AGREEMENT

By signing the Hold Harmless Agreement, you agree that you, your family, business, farm, club, or organization will be responsible for its own security at all times while in attendance at the Southern Georgian Bay Farmers' Market. You indemnify and hold harmless the Southern Georgian Bay Farmers' Market, the board of directors and representatives, and the Town of Midland and its representatives, from any damage, loss, or theft to you, your representative(s) or your property, which might occur during your participation at the Southern Georgian Bay Farmers' Market.

You further agree to accept sole liability for the consequences, legal or otherwise, of any injury or loss to persons, whether vendors or market visitors; or any injury, damage, or loss to the property of vendors or market visitors; that results from your failure to properly guard and secure your tent any other item constituting your setup or display or possessions; and you, therefore, indemnify and hold harmless from all claims the Southern Georgian Bay Farmers' Market and the boards of directors and representatives, and the Town of Midland and its representatives.

Printed: _____

Signed: _____

Date: _____

CODE OF CONDUCT

The Southern Georgian Bay Farmers' Market provides a dynamic opportunity for the sale of local farm produce, food products and artisan products. The primary purpose of the Code of Conduct is to ensure the market environment is enjoyable, safe and secure for the public, vendors, and all market participants.

As a vendor of the Southern Georgian Bay Farmers' Market, I will:

- Conduct myself in a courteous and respectful manner towards the public and all market participants;
- Comply with all Health Department rules and regulations and observe provincial and federal food legislation;
- Refrain from using language which is offensive, threatening or intimidating to others and/or any behaviour that interferes with the rights or working/selling opportunities of other vendors;
- Refrain from participating in the market under the influence of alcohol or drugs;
- Operate vehicles or equipment in a safe and responsible manner;
- Follow a no-smoking policy;
- Respect and adhere to the Rules and Regulations established by the Southern Georgian Bay Farmers' Market. A report of failure to comply with any component of the Code of Conduct or the Rules and Regulations will be assessed and investigated by the Market Manager. Violations of the code will result in the Market Manager and/or the Board taking disciplinary action appropriate to the severity of the violation.

I agree to abide by the Code of Conduct.

Printed: _____

Signed: _____

Date: _____

VENDOR PROFILE

Forward any marketing images to: manager@sgbfarmersmarkets.com

Business Description

Business Name:

Purpose and Products:

Contact and Social Media

Phone number:

Email:

Website:

Facebook:

Instagram: